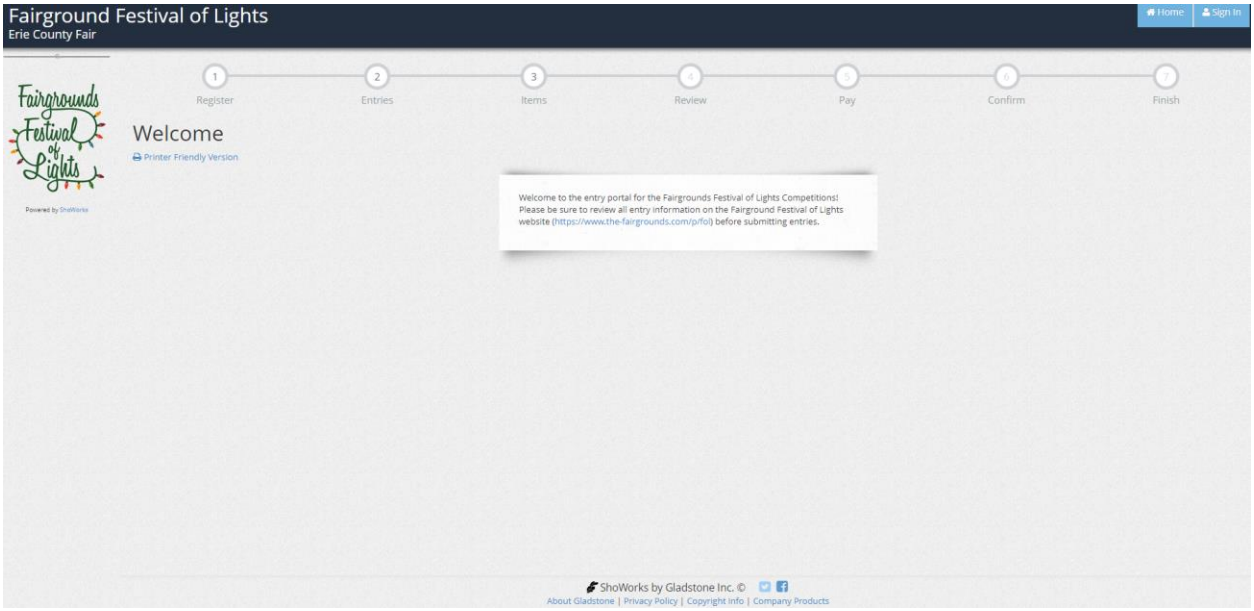
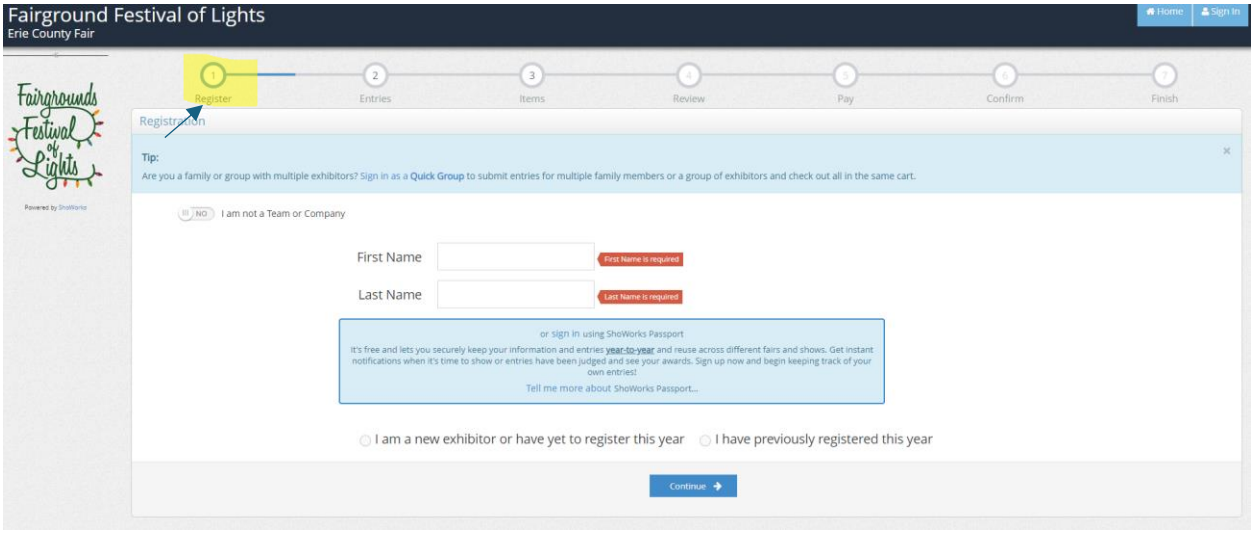
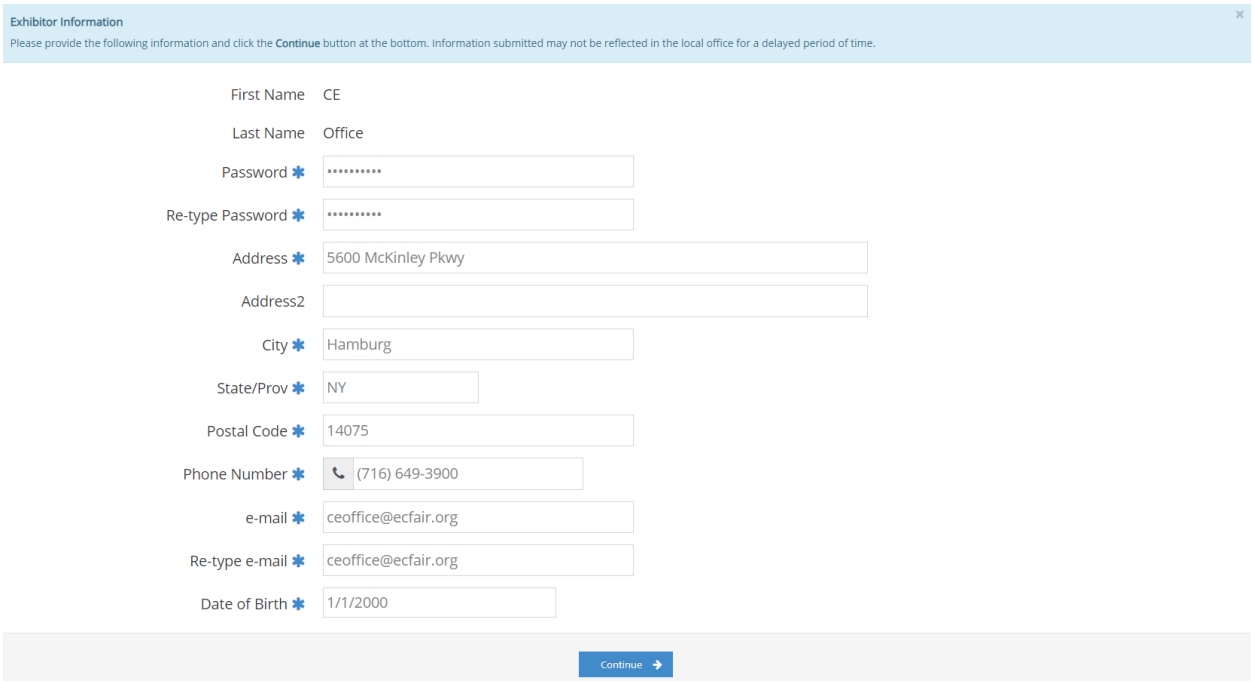
Junior/Adult Photography Entry Instructions



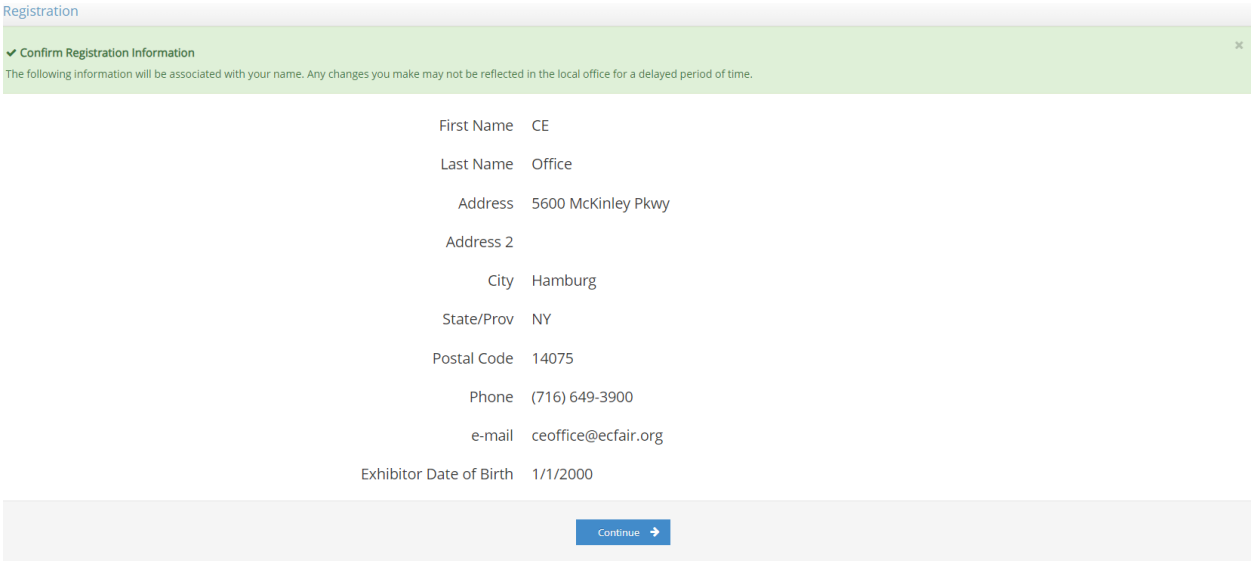
Step 1: Navigate to the entry portal. (Either through our website or www.ecfairfol.fairwire.com)



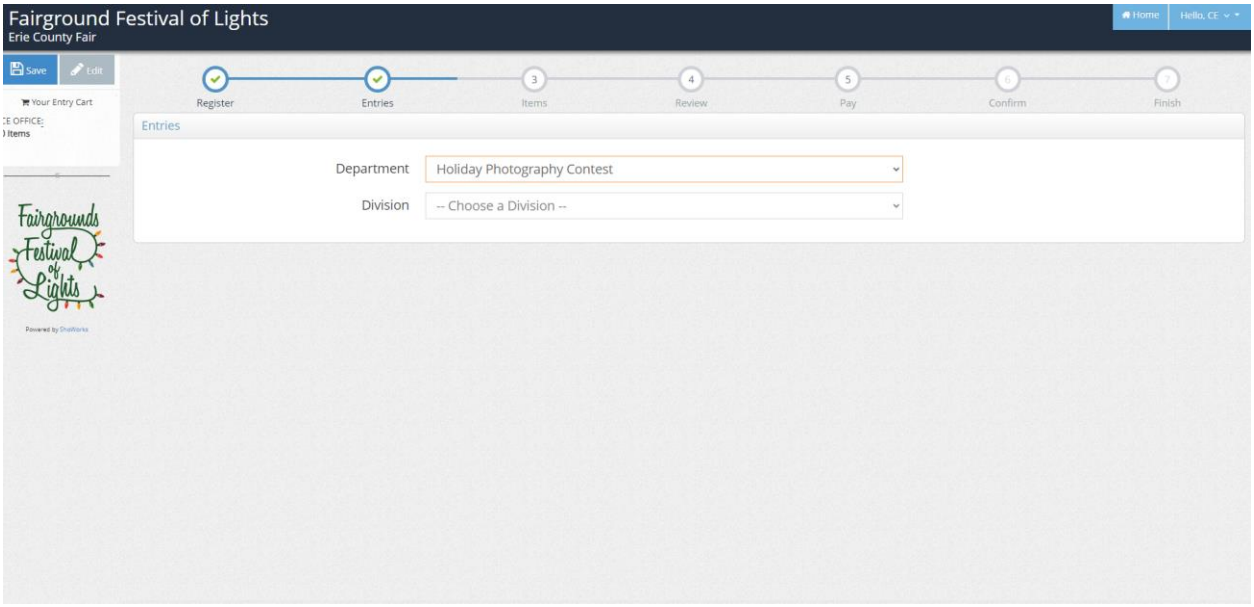
Step 2: Click the ‘Register’ button. It will take you to this page. You must fill out First Name, Last Name. Then you will click ‘I am a new exhibitor or have yet to register this year’ and the ‘Continue” button. If you have already registered this year for the Festival of Lights Competitions, skip to Step 4.



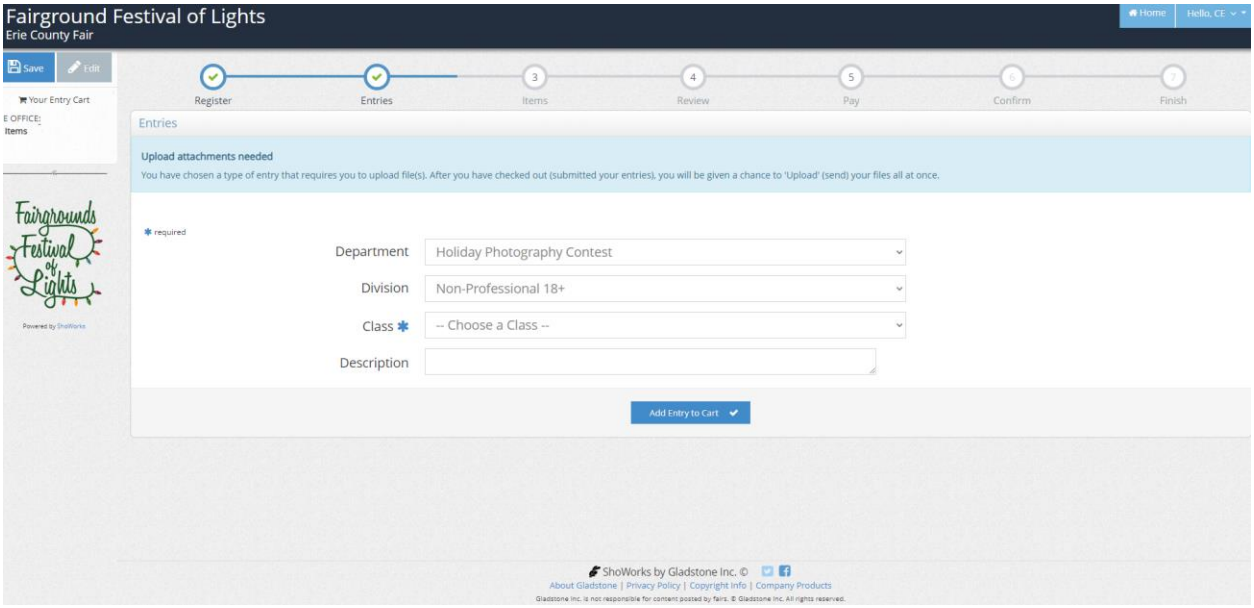
Step 3: Fill out all the boxes with your information and select ‘Continue’



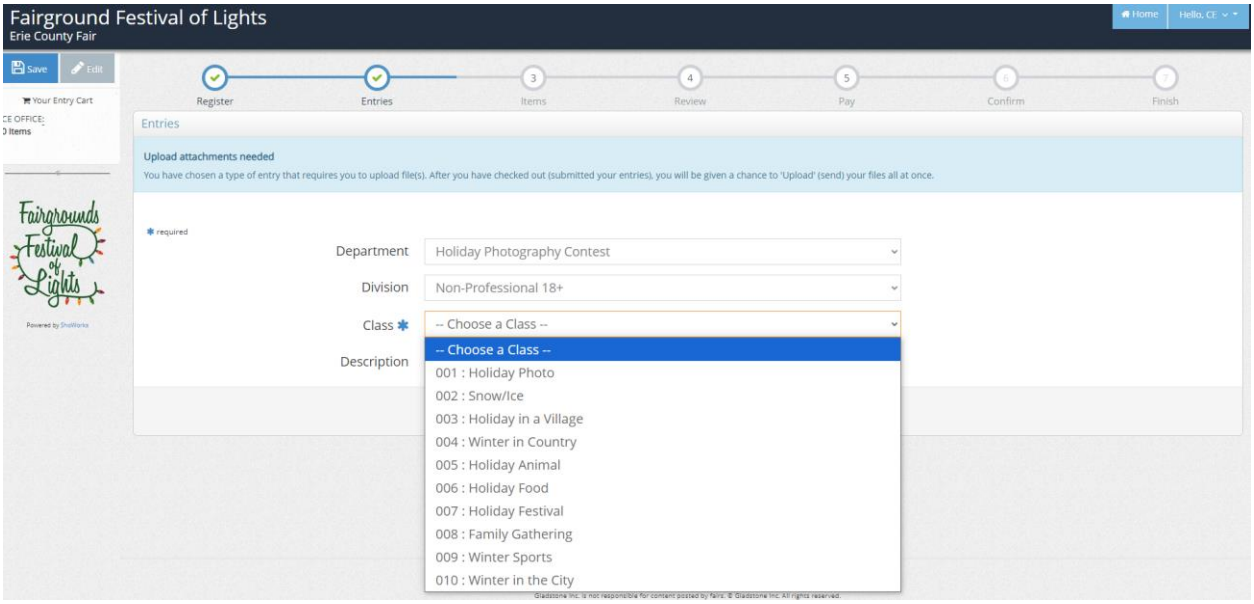
Step 4: Confirm your information is correct and then you will select ‘Continue’



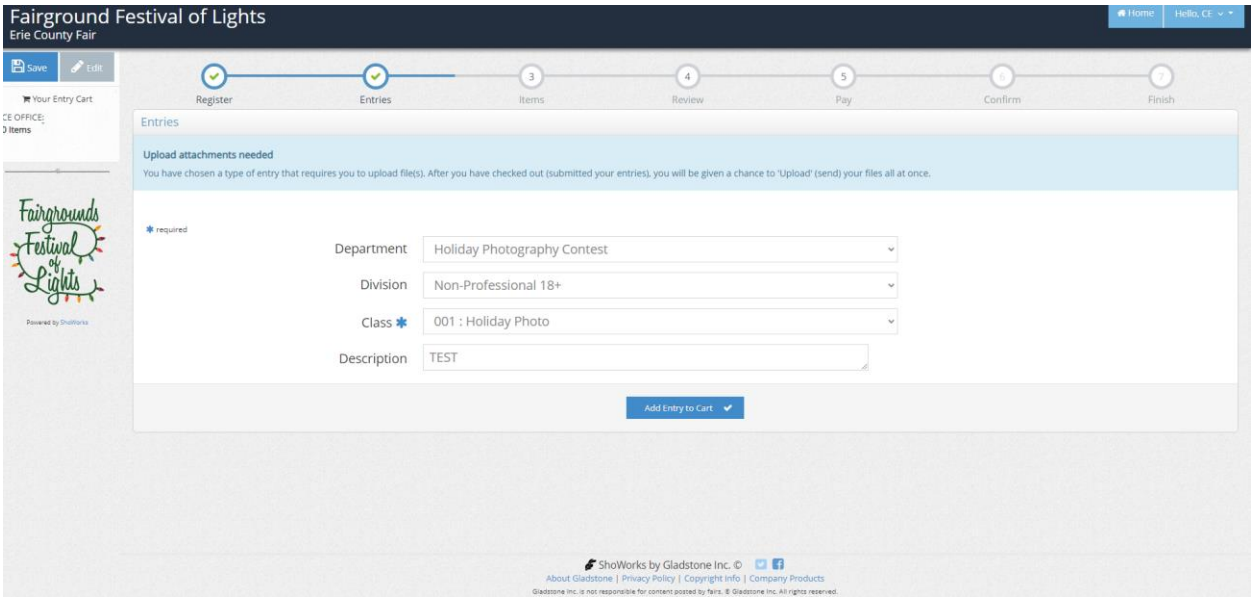
Step 5: You will then select the Department ‘Holiday Photography Contest’ or ‘Junior Holiday Photography Contest’.



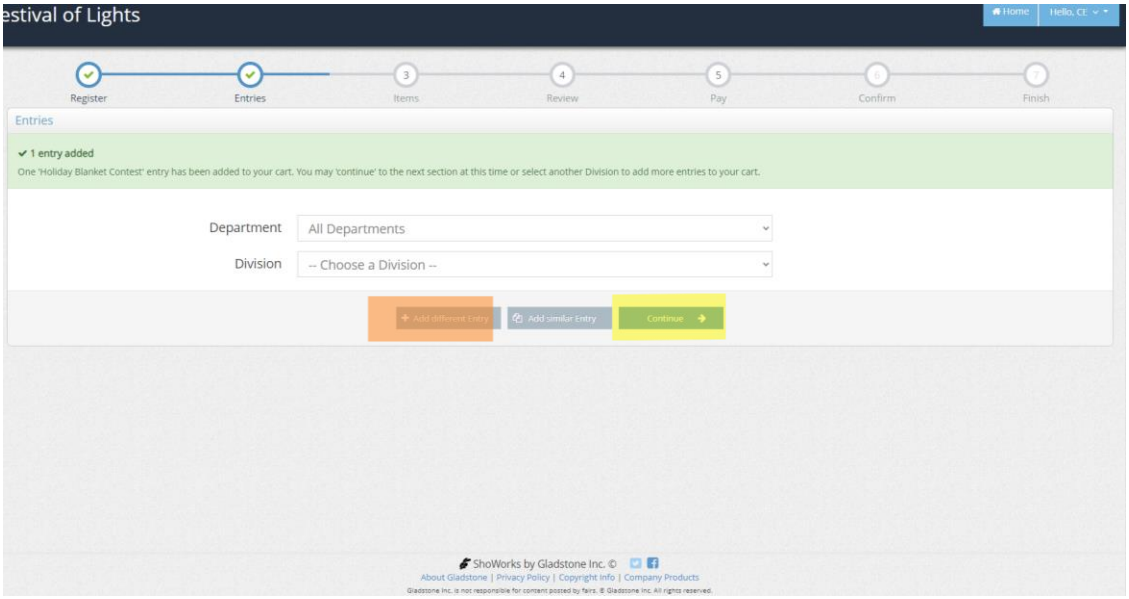
Step 6: After that, you will select the Division ‘Non-Professional 18+’ or ‘Professional 18+’.



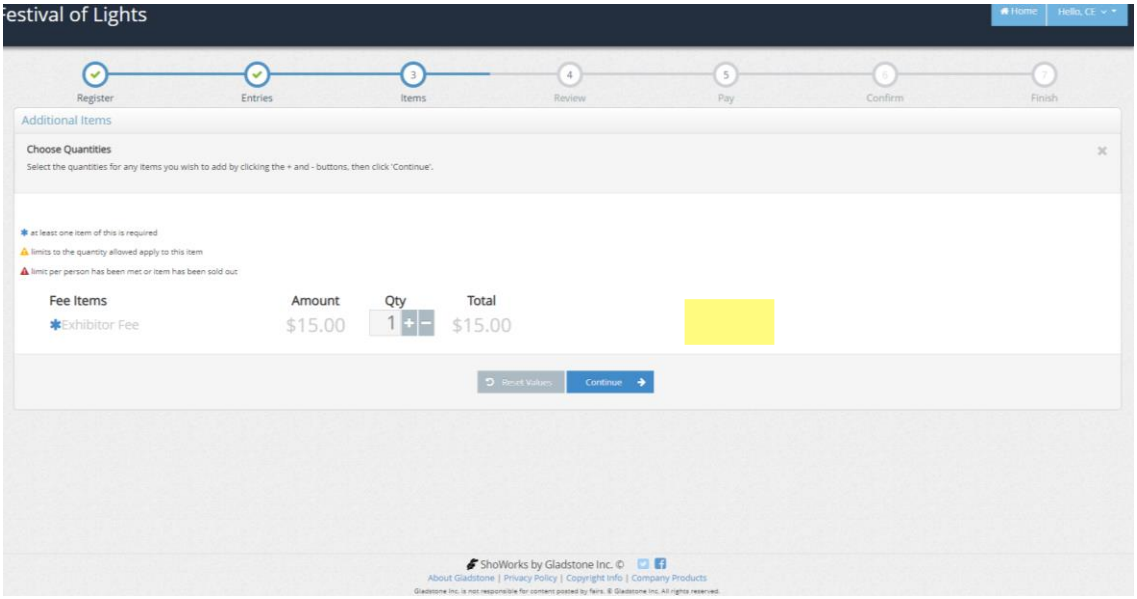
Step 7: Following that, you will then select the Class of choice. Once selected you may enter a description if you choose.



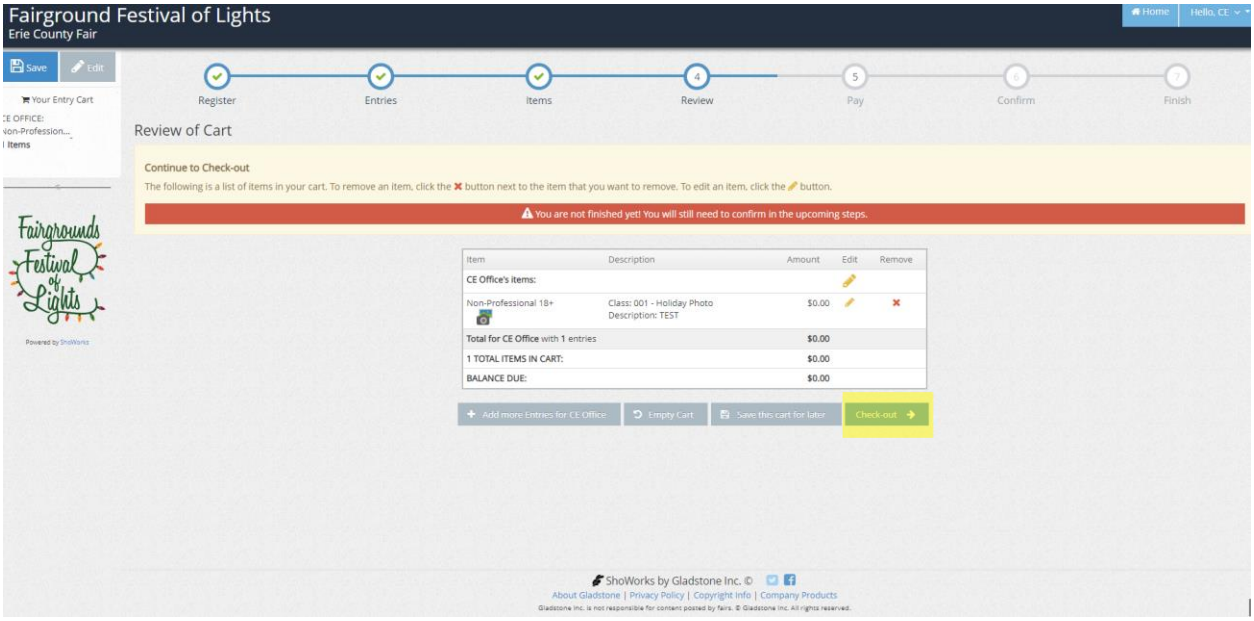
Step 8: Click the ‘Add Entry to Cart’ button.



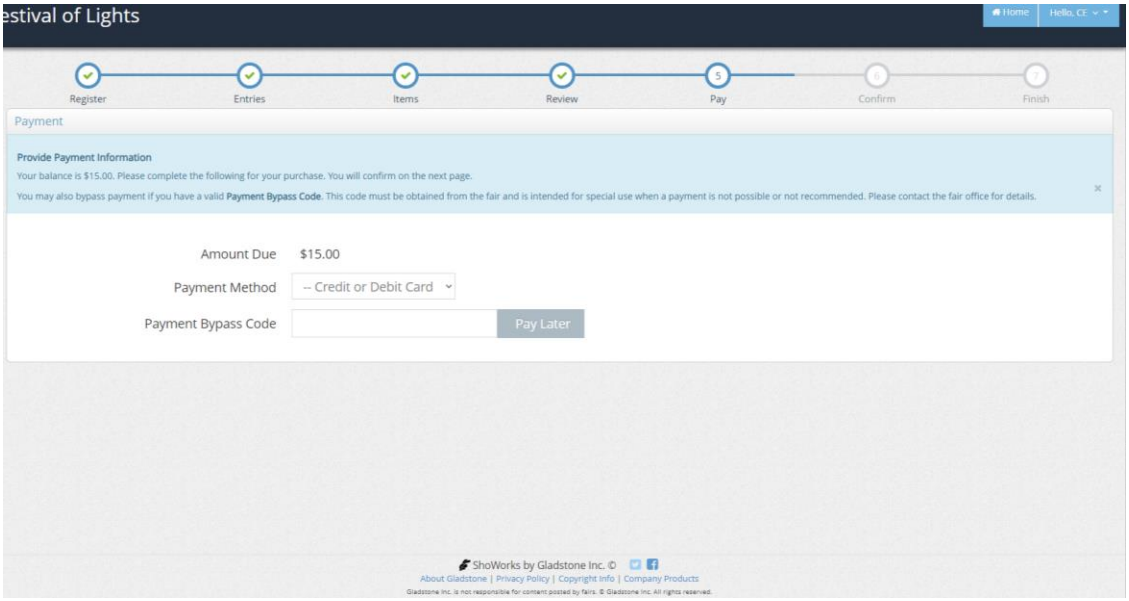
Step 9: If complete, please click the ‘Continue’ (Yellow Highlighted) button. If you have more entries to add, please select ‘Add different Entry’ (Orange Highlighted) button.



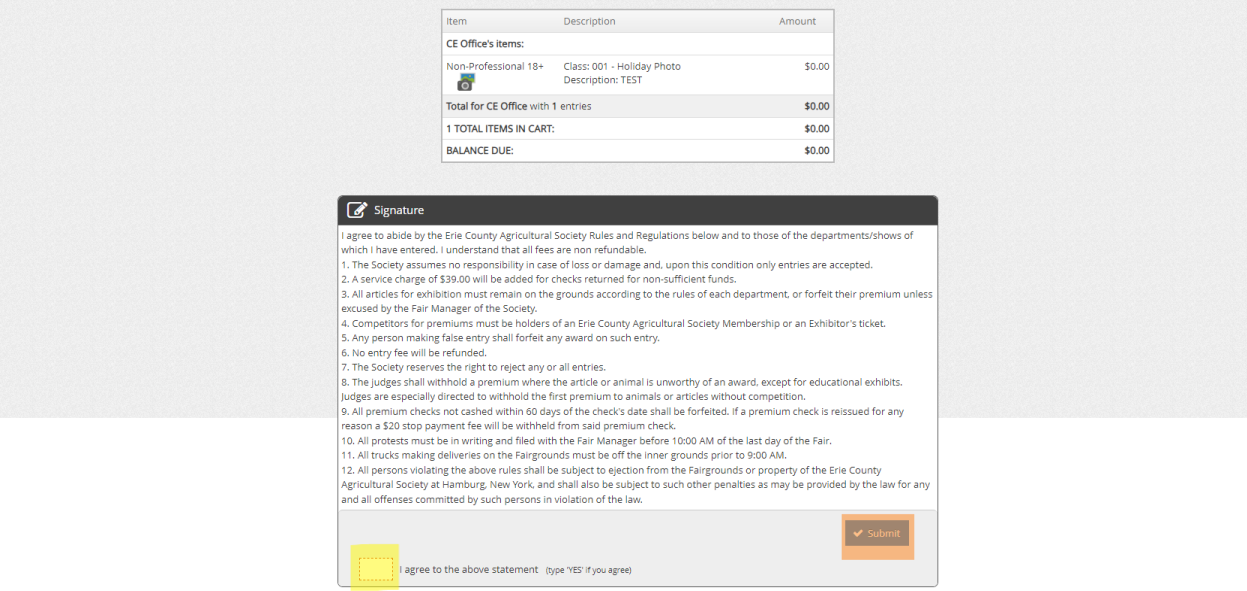
Step 10: It will bring you to the Exhibitor Fee screen. It will automatically add this to your cart. Please select the ‘Continue’ button.



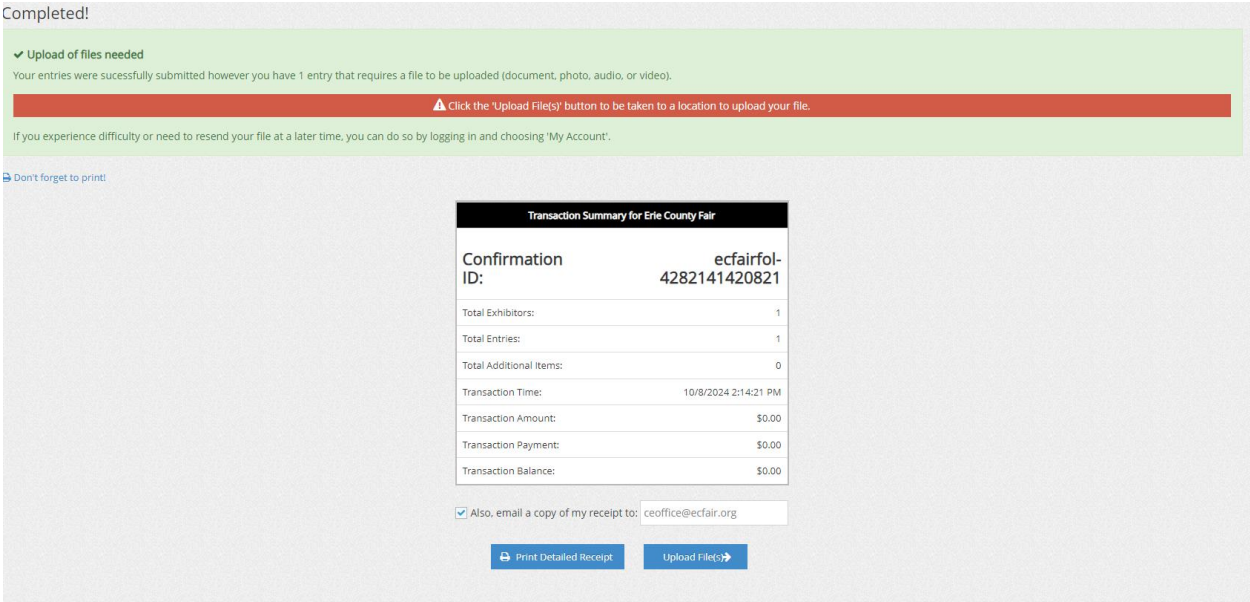
Step 11: This is your cart. Please confirm that all items are correct. Make changes to the item if needed. When you are ready to check out, please select 'Check-out'



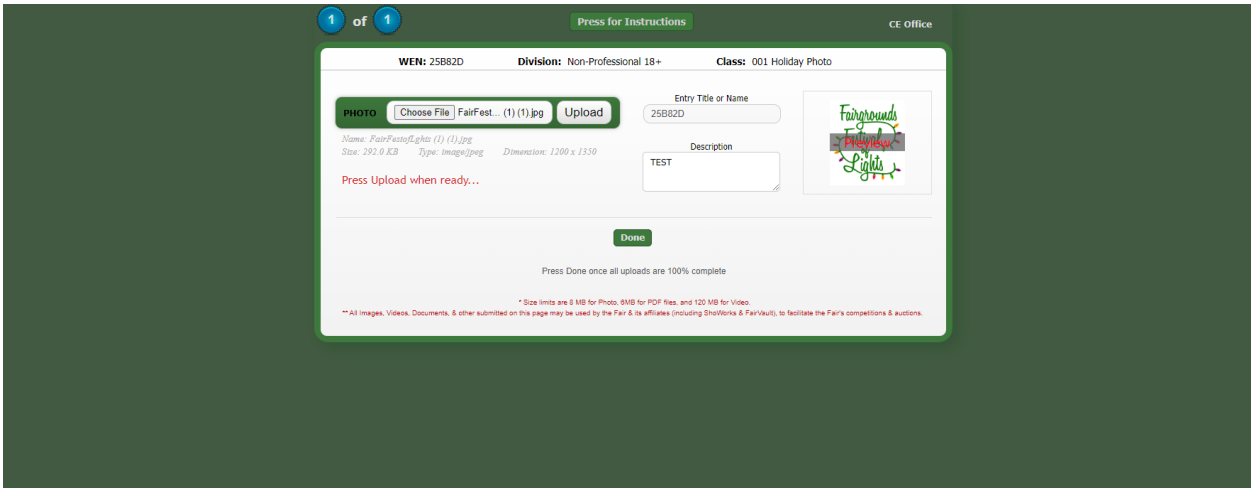
Step 12: Select your payment method, fill out the payment details, then continue to the next page.



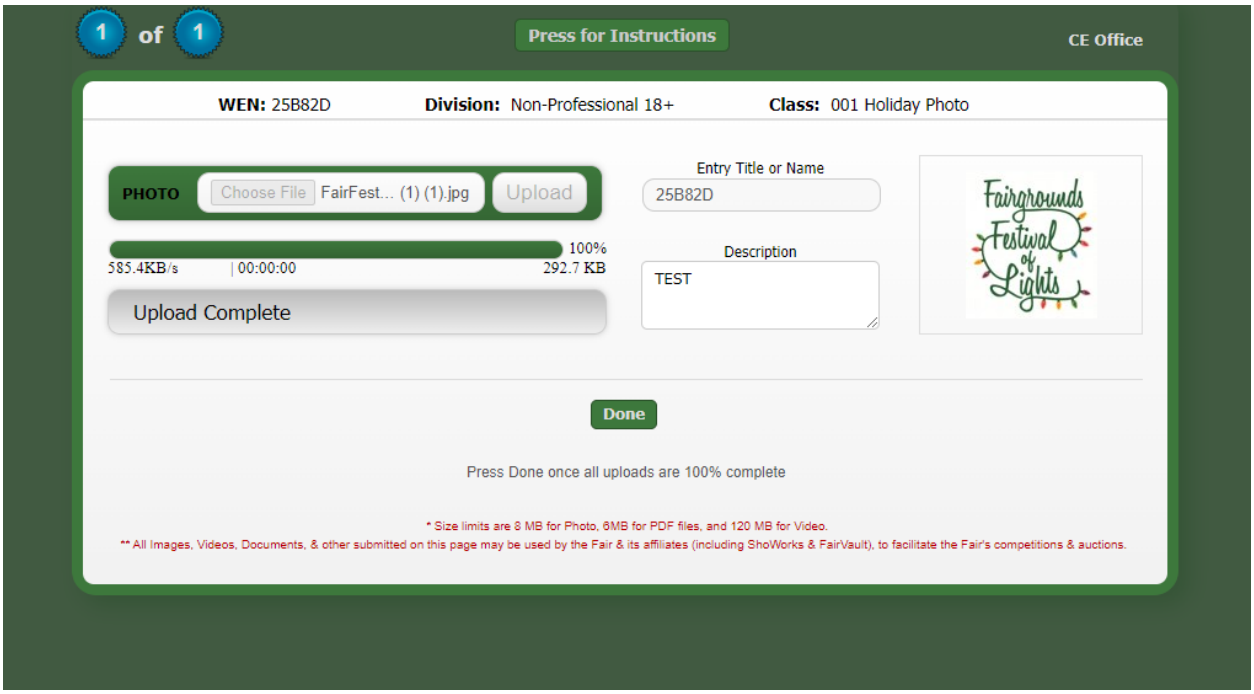
Step 13: The next screen will look something like this. You must type YES into the (yellow highlighted) box and then click ‘Submit’



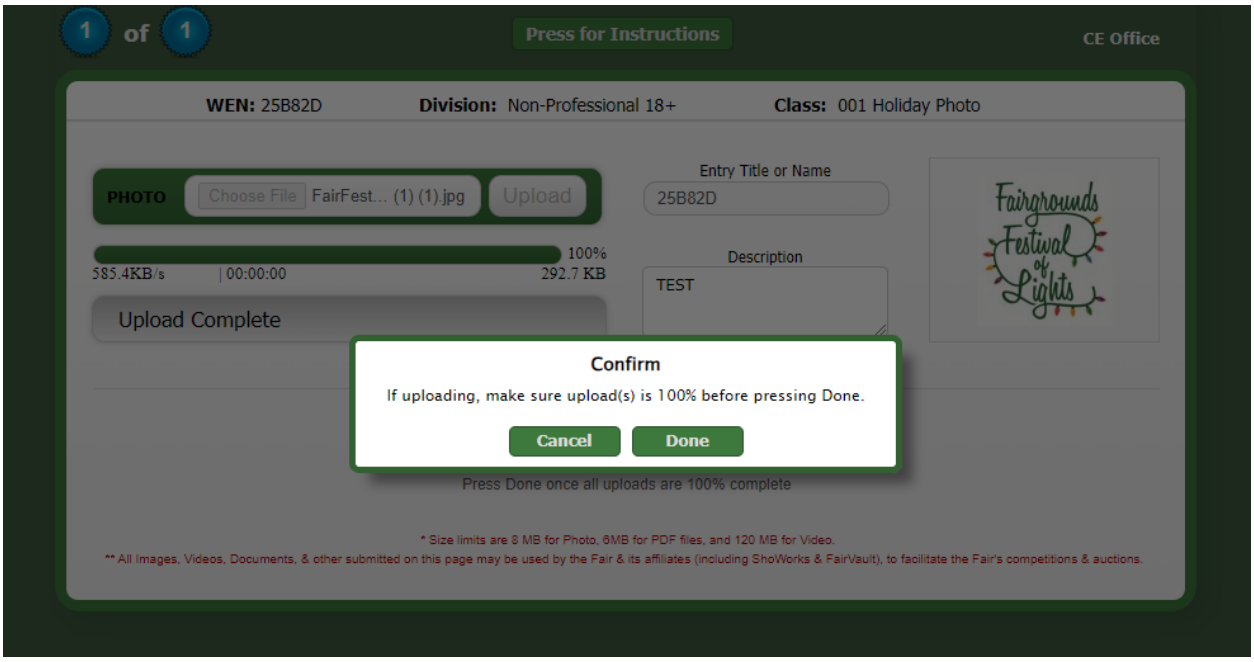
Step 14: The online entry piece is completed. Now you must select the ‘Upload File(s)’ button



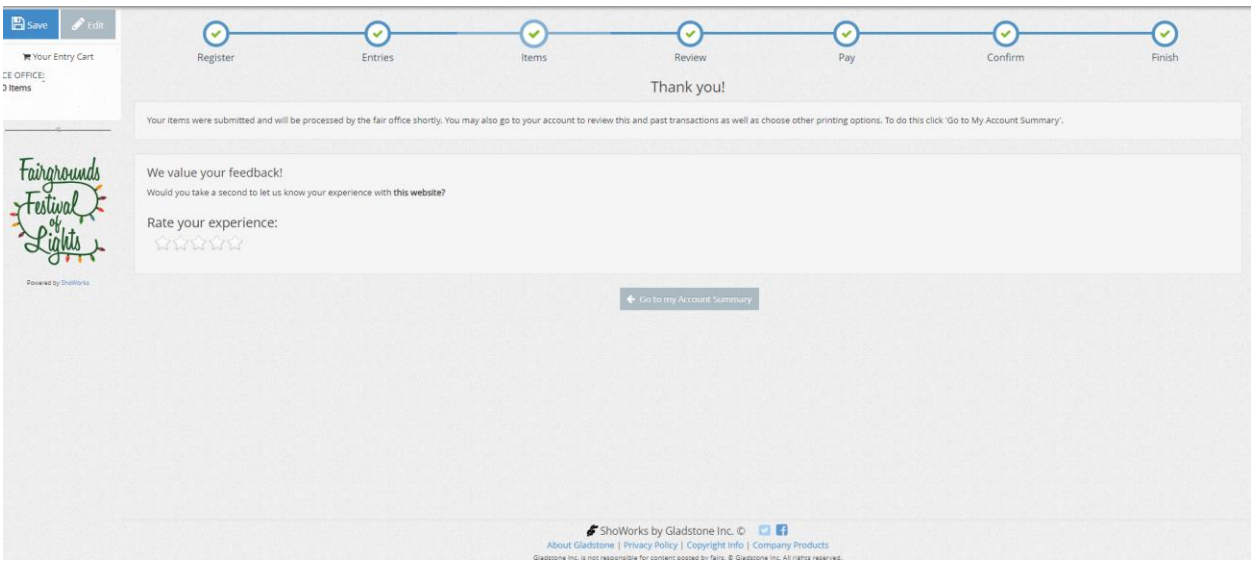
Step 15: First, select ‘Choose File’ button. Select the photo you want to upload. After it is showing, press ‘Upload’



Step 16: Confirm that everything on your screen is correct then select ‘Done’. If uploading multiple photos, please complete step 15&16 again until complete.



Step 17: Select ‘Done’ if you are 100% Complete.



OPTIONAL: Step 15: Feel free to fill out the survey and let us know how we did!